

**DAVISON TOWNSHIP**  
**Downtown Development Authority**

**August 11, 2020**

**9:00 A.M.**

**A G E N D A**



- 1. Call to order**
- 2. Adopt the Agenda**
- 3. Approve Previous Board Minutes**
- 4. Approve Board Bills**
- 5. Revenue & Expenditure Report**
- 6. Public Comment Period**
  - Person wishing to address the Board shall provide their name and address.
  - Individuals shall be allowed three (3) minutes. Associations or group representatives shall be allowed five (5) minutes.
  - Time may not be yielded to other speakers.
  - Speakers will address the Chairperson.
  - Comments shall be made in a professional manner.
- 7. Unfinished Business**
- 8. New Business**
  - A. Expanding Lawn Mowing Discussion**
  - B. Detention Pond Update**
- 9. Informational Items**
- 10. Adjourn**



**DAVISON TOWNSHIP  
DOWNTOWN DEVELOPMENT AUTHORITY  
SPECIAL MEETING  
July 16, 2020**

**MEMBERS PRESENT:** Vice Chair Jackie Hoist, Craig Stefanko, William Clancy, Kosta Popoff, Tim Elkins  
Via Phone: Norb Shubert, Scott Natzke  
Planning/Zoning Admin. Jeremy Smith  
Building Official Matt Place  
Recording Secretary Rhonda Clark

**OTHERS PRESENT:** None

**CALL TO ORDER**

The special meeting of the Downtown Development Authority Board was called to order at 9 am at the Davison Township Municipal Building, 1280 N. Irish Road, Davison, MI 48423.

**ADOPT THE AGENDA**

**MOTION BY HOIST, SECOND BY CLANCY** to adopt the July 16, 2020 special meeting agenda as presented. Motion carried unanimously.

**PREVIOUS MINUTES**

**MOTION BY HOIST, SECOND BY STEFANKO** to approve the June 8, 2020 regular meeting minutes as presented. Motion carried unanimously.

**BOARD EXPENDITURES**

Mr. Elkins gave the expenditure report for June, 2020 in the amount of \$1,547.16 from mowing and electric.

**MOTION BY NATSKE, SECOND BY HOIST** to approve the June, 2020 Board Expenditures as presented. Roll call: Yes- Stefanko, Shubert, Clancy, Hoist, Natzke, Popoff, Elkins. Motion carried.

**REVENUE & EXPENDITURE REPORT**

Mr. Elkins gave the revenue total for June, 2020 in the amount of \$62,225.74 and expenditures in the amount of \$254,267.76. At the moment the loan for Lake Callis is still being paid, however this will be paid in full soon.

**DAVISON TOWNSHIP  
DOWNTOWN DEVELOPMENT AUTHORITY  
SPECIAL MEETING  
July 16, 2020**

**PUBLIC COMMENT**

The public comment period was opened at 9:05 am and there were no comments.

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

**Expanding Lawn Mowing Discussion**

Tim said that this is about the expanding the lawn mowing to include the infield of the intersections of I-69 at State and Irish Roads. He explained that MDOT will do the initial brush hog clearing once a year, saving us \$2,000 a year and then we maintain for the rest of the season.

Zak Hawley sent in an email to say he is in favor of the expansion.

Matt gave a brief summary of the quote including tree trimming and mowing in the amount of \$1,250 for Irish Road and \$2,750 for State Road. This should only amount to a \$400 increase each for these sections.

Craig asked if this be included in the contract for the year ending 2022.

**MOTION BY STEFANKO, SECOND BY CLANCY** to approve the expanding of the lawn mowing to include the infields of each expressway entrance and to be included in the current contract with D & M Services Pro, LLC. Roll call: Yes-Popoff, Stefanko, Elkins, Hoist, Clancy, Shubert, Natzke. Motion carried.

**Detention Pond on Davison Road**

Tim asked the board if they would be in agreement to contribute to the initial cleanup of the detention pond on Davison Road. The township is researching the owner donating the property and then will maintain the property. There is also research about recouping for the cost of the maintenance of the pond in the future.

**MOTION BY HOIST, SECOND BY STEFANKO** to approve the one-time initial cleanup of parcel 05-05-400-005 contribution with the understanding that the township will then take over maintenance and evaluate how to assess the district. Roll call: Yes- Clancy, Elkins, Hoist, Stefanko, Popoff, Natzke, Shubert. Motion carried.

**DAVISON TOWNSHIP  
DOWNTOWN DEVELOPMENT AUTHORITY  
SPECIAL MEETING  
July 16, 2020**

**INFORMATIONAL ITEMS**

Jeremy said that August 11, 2020 will be the next scheduled meeting.

Matt said that MDOT said they would contribute to the cleanup of overgrowth on the south-west side of Irish and Court Street.

**ADJOURNMENT**

**MOTION BY STEFANKO, SECOND BY POPOFF** to adjourn at 9:30 am. Motion carried unanimously.

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Scott Natzke, Secretary







GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 07/31/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 07/31/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
Dept 000 - 000101000						
248-000-405.000	TAX REVENUE	232,000.00	0.00	0.00	232,000.00	0.00
248-000-664.000	INTEREST	0.00	0.00	0.00	0.00	0.00
248-000-671.000	MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - 000101000		232,000.00	0.00	0.00	232,000.00	0.00
TOTAL REVENUES						
		232,000.00	0.00	0.00	232,000.00	0.00
Expenditures						
Dept 248 - GENERAL ADMINISTRATION						
248-248-703.000	WAGES- SALARY	5,000.00	0.00	0.00	5,000.00	0.00
248-248-752.000	SUPPLIES	500.00	0.00	0.00	500.00	0.00
248-248-801.102	CONTRACT LABOR	20,000.00	660.00	660.00	19,340.00	3.30
248-248-801.200	PROFESSIONAL SERVICE FEES- LEGAL	3,500.00	0.00	0.00	3,500.00	0.00
248-248-801.300	PROFESSIONAL SERVICE FEES- PLANNING	5,000.00	0.00	0.00	5,000.00	0.00
248-248-920.000	UTILITIES/GAS	550.00	0.00	0.00	550.00	0.00
248-248-921.000	UTILITIES- ELECTRIC	150.00	15.51	15.51	134.49	10.34
248-248-930.100	GROUNDS MTE	500.00	0.00	0.00	500.00	0.00
248-248-956.592	PRINCIPAL & INT EXPENSE (W/S LOAN)	112,000.00	0.00	0.00	112,000.00	0.00
248-248-970.000	CAPITAL OUTLAY	45,500.00	0.00	0.00	45,500.00	0.00
Total Dept 248 - GENERAL ADMINISTRATION		192,700.00	675.51	675.51	192,024.49	0.35
TOTAL EXPENDITURES						
		192,700.00	675.51	675.51	192,024.49	0.35
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:						
TOTAL REVENUES						
		232,000.00	0.00	0.00	232,000.00	0.00
TOTAL EXPENDITURES						
		192,700.00	675.51	675.51	192,024.49	0.35
NET OF REVENUES & EXPENDITURES						
		39,300.00	(675.51)	(675.51)	39,975.51	1.72





D & M SERVICES PRO, LLC.  
415 W RISING  
DAVISON, MI 48423

PHONE: 810-653-7669 FAX: 810-653-1415  
Email Contact: mike@dmservpro.com

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## PROPOSAL

To: Davison Township  
I-69 and M-15 Quadrant  
I-69 and Irish Rd Quadrant

Re: Mulching Areas Restoration

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**Includes: All restoration of mulching areas. All major ruts to be filled in.**

**Excludes: Any other work**

**ALL FOR THE SUM OF:**

**I-69 & M-15 \$1,500.00**

**I-69 & Irish Rd \$1,500.00**

**CHANGES:** Owner, without nullifying this agreement, may direct contractor to make changes to work. Adjustment, if any, in the contract price resulting from such changes shall be set forth in a change order to the contract documents.

All construction shall, unless otherwise specified herein, carry a one-year warranty from the date on the invoice on materials and workmanship excluding neglected maintenance, misuse, vandalism, or damage from acts of God. Where applicable, manufacturers' warranty shall apply. Warranties will be voided in cases of physical and or chemical damage, neglect in watering or pest control, or in accounts over 60 days past due from date of invoice. All material is warranted to be as specified. All work is to be completed in a workmanlike manner according to standard practices.

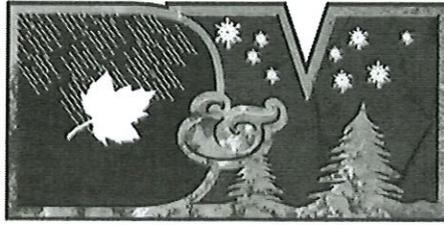
ACCEPTANCE OF PROPOSAL

DATE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

COMPANY SIGNATURE: \_\_\_\_\_





D & M SERVICES PRO, LLC.  
415 W RISING  
DAVISON, MI 48423

PHONE: 810-653-7669 FAX: 810-653-1415  
Email Contact: mike@dmservpro.com

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## PROPOSAL

To: Davison Township  
1280 N Irish Rd  
Davison, MI 48423

Re: Elga Retention Pond

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**Includes: Restoration of existing fence at Elga Retention Pond**

**Excludes: Any other work**

**ALL FOR THE SUM OF: \$300.00**

**CHANGES:** Owner, without nullifying this agreement, may direct contractor to make changes to work. Adjustment, if any, in the contract price resulting from such changes shall be set forth in a change order to the contract documents.

All construction shall, unless otherwise specified herein, carry a one-year warranty from the date on the invoice on materials and workmanship excluding neglected maintenance, misuse, vandalism, or damage from acts of God. Where applicable, manufacturers' warranty shall apply. Warranties will be voided in cases of physical and or chemical damage, neglect in watering or pest control, or in accounts over 60 days past due from date of invoice. All material is warranted to be as specified. All work is to be completed in a workmanlike manner according to standard practices.

ACCEPTANCE OF PROPOSAL

DATE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

COMPANY SIGNATURE: \_\_\_\_\_